

## Section III. Bid Data Sheet

ITB Clause				
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> <li>a. Supply and Delivery of Office, Janitorial &amp; IT Supplies (Lot 1);</li> <li>b. Supply and Delivery of IT Equipment (Lot 2);</li> <li>c. completed within <b>three (3) years</b> prior to the deadline for the submission and receipt of bids.</li> </ul>			
7.1	Subcontracting is not allowed.			
12	The price of the Goods shall be quoted DDP CatSU, Virac, Catanduanes or the applicable International Commercial Terms (INCOTERMS) for this Project.			
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> <li>a. The amount of not less than <b>2% of the ABC</b> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less <b>5% of the ABC</b> if bid security is in Surety Bond.</li> </ul>			
15	<p>Each Bidder shall submit <b>ONE (1) SET original</b> and <b>ONE (1) SET copy</b> of the first and second components of its bid, enclose in one mother envelope. Each set shall be properly fastened with tabbing for each requirement.</p> <p><b><i>Requirements and instructions for markings and sealing of bid envelopes is on the last page.</i></b></p> <p><b>For online submission of bids:</b> The Bidder shall submit an electronic copy of its Bid (Eligibility, Technical and Financial Documents including all required Bidding Forms), which must be digitally signed.</p> <p>The Bidder shall submit <b>two (2) password-protected bidding documents in compressed archive folders</b>. The first shall contain the technical component of the bid, including the eligibility requirements and the second shall contain the financial component of the bid. All files must be in a PDF format.</p> <p>An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus automatically disqualified.</p>			
19.2	Partial bid is not allowed.			
19.3	<p>The description of the items are indicated in Section VII (Technical Specifications) with the following ABC per lot:</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 25%; text-align: center;">Lot 1</td> <td style="width: 50%; text-align: center;">Office, Janitorial &amp; IT Supplies</td> <td style="width: 25%; text-align: center;">Php479,684.70</td> </tr> </table>	Lot 1	Office, Janitorial & IT Supplies	Php479,684.70
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